

2011 UCRS Advisory Board Election Prospective Candidate Information and Instructions



Thank you for your interest in seeking nomination as an active UCRP staff member to the University of California Retirement System (UCRS) Advisory Board. Information about the UCRS Advisory Board and the election, as well as election forms, are available on this website. This information is also available at local Benefits Offices.

To qualify as a candidate for this election, the following must be received by Pension and Retirement Programs , UC Human Resources , 300 Lakeside Drive, 12th Floor, Oakland, CA 94612, by May 6, 2011:

- the signed *Background Information and Candidate Statement Sheet*;
- the *Petition for Nomination*, which must include at least 50 valid signatures of Active Members of the University of California Retirement Plan (UCRP) who are not members of the Academic Senate (see definition of Active UCRP Member in *Are You Eligible to Vote?* [\[hyperlink\]](#)); and
- the signed *Rules of Campaign Conduct*.

You will be sent confirmation of your candidacy if all completed and signed forms above have been verified and received by the May 6, 2011 deadline. Notification will be sent to those nominees who do not qualify as candidates.

Note that this election is for two active staff (non-Academic Senate) members. As there are designated retirees on the UCRS Advisory Board, if an elected active staff member separates from service or retires, the position will be filled by the candidate who received the next highest number of votes in the most recent election, provided the candidate is an active member of UCRP and meets all other eligibility requirements.

Candidates for the 2011 election may submit a statement of 120 words maximum. Your statement, which can include biographical information, is intended to communicate to voters your qualifications for the position. While a sentence or two may be appropriate in stating why you believe your background and qualifications make you a good candidate, this statement is not intended to serve as a platform or a political forum. If your statement exceeds 120 words, you will be contacted and asked to revise the statement to conform with the word limitation requirements. Your statement will be posted on the UC Human Resources and Benefits website, At Your Service (atyourservice.ucop.edu), along with the candidate statements of other qualified candidates. Your statement will be posted on the HR *At Your Service* website in both English and Spanish.

In addition to information relevant to your qualifications for the position, the statement may contain information about honorariums, memberships in professional organizations, career interests or specialization, and union affiliations. The information contained in the candidate statement is the responsibility of the candidate. Any misrepresentation in this statement may result in the disqualification of your candidacy. When you sign the *Background Information and Candidate Statement Sheet*, you are certifying that the statements made therein are truthful and accurate.

Note that for purposes of uniform presentation and for adherence to campaign policies contained here and in the enclosed materials, candidate statements are subject to editorial review. Any inclusion of

external websites or weblinks will be removed before posting. If the edits are substantial, we will request your review of the edited version prior to publication. Finally, the notice regarding the *Rules of Campaign Conduct* specifies which election activities are permissible and those that will result in disqualification. Please review this notice carefully. Your signature verifies that you understand that these rules will be strictly enforced and that failure to abide by the *Rules of Campaign Conduct* will disqualify your candidacy.

The following employees are not eligible for initial or continuing membership on the UCRS Advisory Board:

- employees in the University of California Office of the President who, in their job functions, are either engaged in making UCRS policy or work in a department where such UCRS policy is made;
- employees who are engaged in providing legal advice to the University of California Retirement Plan (UCRP), the Tax-Deferred 403(b) Plan, the 457(b) Deferred Compensation Plan or the Defined Contribution Plan;
- employees of the Offices of Internal Audit at the campuses, laboratory and the Office of the President.

Staff (non-Academic Senate) elected UCRS Board members must be from different University locations; therefore, in the event that two candidates from the same location hold the highest number of votes, the candidate with the most votes from that location will win one seat, and the candidate with the next highest number of votes from a different location will win the second seat.

Good luck, and thank you for your interest in the UCRS Advisory Board.